




















FREQUENTLY ASKED QUESTIONS

Land Survey

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Infrastructure Projects:

-  Airports
-  Bikeways
-  Bridges
-  Drainage Control Facilities
-  Flood Control Facilities
-  Libraries
-  Parks
-  Recreation Centers
-  Police Stations
-  Fire Stations
-  Lifeguard Stations
-  Street Improvements
-  Street Lights
-  Traffic Signals
-  Utilities Undergrounding
-  Water Facilities
-  Sewer Facilities
-  Water Pipelines
-  Sewer Pipelines

Where is the Public Works Department, Field Engineering Division, Land Survey Section located?

9485 Aero Drive, San Diego, CA 92123

What does the Land Survey Section do?

It provides the City's overall Land surveying services for aerial mapping; preliminary surveys; construction surveying; monument preservation /perpetuation in accordance with the California Business and Professions Code; inspection of subdivision monuments in accordance with the Subdivision Map Act, boundary surveys of City owned property and rights of way; horizontal and vertical control; monitoring of local reservoirs; preparing legal descriptions and accompanying exhibits; archiving field notes; and provides City attorneys with advice on surveying matters.

Who do I contact for surveying concerns?

Please contact the following list of section supervisors regarding:

- **City Land Surveyor**
Greg Hopkins 858-627-3220 or 619-446-5291 ghopkins@sandiego.gov
- **Aerial Mapping and Vertical Control**
Diana Bergen 858-627-3221 dbergen@sandiego.gov
- **Construction Staking**
John Butcher 858-627-3223 jbutcher@sandiego.gov
- **Survey Monuments and Subdivisions**
Anne Hoppe 858-627-3225 ahoppe@sandiego.gov
- **Preliminary Surveys**
Fred LePage 858-627-3222 flepage@sandiego.gov
- **Right of Way**
Rick McCormick 858-627-3214 rmccormick@sandiego.gov

Does the Land Survey Section survey privately held lands?

No; however, we will try and answer any questions the public may have regarding land surveying. If you need to hire a land surveyor, one may be found in the Yellow Pages or on the California Land Surveyors Association's (CLSA) ['find a surveyor'](#) webpage. When deciding to have your land surveyed, the professional land surveyor is required to survey your boundary, set missing monuments, and record or file a document with the County Surveyor, such as a Corner Record, Record of Survey, Final Map or Parcel Map.

How do I obtain copies of fields notes, record maps, as-built drawings or other city drawings?

All city records are available at the Maps and Records Section of the City's [Development Services Department](#). To make an appointment to view the records, please call (619) 446-5300.

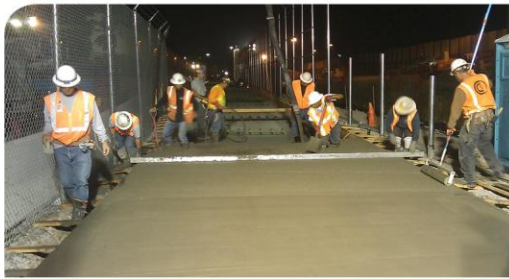
How do I find a benchmark for my project?

Please see the [Vertical Control Book](#) for benchmarks within the City.



For information about active construction projects managed by the City,




















Visit: www.sandiego.gov/cip and click on "Project Information" Call: (619) 533-4207 Email: Engineering@sandiego.gov



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My project will destroy a benchmark or GPS point per ROS 14492. Who do I contact to let them know?

Call or email the Vertical Control Supervisor.

What is a survey monument?

In surveying, monuments are defined as physical objects on or in the ground, which establish the location of boundary lines. Monuments are often referred to as “property markers” by a lay person. Monuments come in many forms and sizes, ranging from a small tack set in a lead plug in concrete, a nail and brass disc set in concrete within an iron pipe of various diameters, a large house size boulder, a 200- year old Douglas fir tree, the center of a river, or even the crest of a mountain range. Monuments can be natural or manmade. Visit [the CLSA website](#) for some examples.

How do I locate my property corners?

You will need a copy of the map and/or deed that created your parcel. You may try to interpret it; however, to insure that all monuments are in the proper location you need to contact a Professional Land Surveyor (or Civil Engineer Registered prior to 1982) licensed by the State Board of Registration.

Can you recommend a private land surveyor to survey my property?

The City cannot recommend one surveyor over another. Professional Land Surveyors are licensed by the State Board of Professional Engineers, Land Surveyors and Geologists and are able to practice anywhere in the state. Most Land Surveyors in private practice are listed in the local Yellow Pages or on the California Land Surveyors Association (CLSA) [‘find a surveyor’](#) webpage. You may also find a surveyor in your area through the [Board of Professional Engineers, Land Surveyors and Geologists](#).

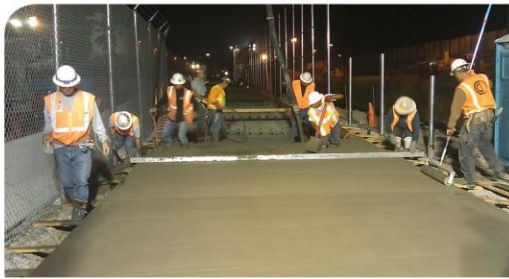
The City/SDG&E/etc. fixed my sidewalk and now my survey monument that was there previously is missing. How do I have my survey monument reset?

Please call or email the Survey Monuments Supervisor and they will look into the matter and have your survey monument reset if in fact we are responsible.

My neighbor built a fence on my property. Can you help me?

Since property disputes are a civil matter between the parties, here are some suggestions: First verify the encroachment by contacting a Professional Land Surveyor (or Civil Engineer Registered prior to 1982) licensed by the State Board of Registration. Secondly, try to contact your neighbor to work it out between yourselves. Thirdly, you may need to consult an attorney.





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I need to have the monuments inspected for my map so I can get the delayed monumentation bond released. What do I need to do?

Contact the professional land surveyor that prepared and signed your map. They will need to set all the monuments or release their obligation to another surveyor through a letter to the City Land Surveyor. Once all the monuments are set per the map, the surveyor shall submit two copies of the map, a Certificate of Correction, if applicable, and a letter stating that they have been paid for their services and they release their claim on the surety. The work order number for the map needs to be open to be charged against for our field inspection. Once the Land Survey Section receives the package the monuments will be field verified. We will work with your surveyor through this process which will lead to the final acceptance of the monuments. A letter will be sent to the City's [Development Services Department](#) notifying them that the field survey section has accepted the monuments. Development Services will then go through the process of taking your bond release request to City Council for approval. Once City Council has approved the release, the surety will be sent back to the financially responsible party.

The sidewalk is broken, the street light is out, there is a pothole, etc. Who do I call?

Please contact the Transportation & Storm Water Department, [Streets Division](#) and submit a Service Request.

Who is the resident engineer for my project?

Please call (858) 627-3200 and someone will be happy to assist you.



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